

## POLICY DESCRIPTION FORM

Department/Group: PA/PG/Conservator/Coroner / L&J Budget Code: AAA PAC  
 Title: Request for Automated Systems Analyst Position

PRIORITY: Rank 3 of 7 FUNDING: Full Year ☒ Other ☐ \_\_\_\_\_ Months

ITEM STATUS: Restoration ☐ Program Change ☐ Workload ☒

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

This department has a fully developed local area network (LAN) system that connects 70+ workstations, as well as access to the county's wide area network (WAN) and the Internet. Currently the department is contracting for technical support and has utilized an existing employee as an Interim Automated Systems Analyst for the **past 7 years** and the need is to have a permanent "in-House" Systems Analyst position.

Without the guidance and expertise of a full-time Systems Analyst, there is considerable risk and liability for the county the longer this need remains unmet.

	2003-04	Ongoing 2004-05
<b>APPROPRIATIONS</b>		
Salaries & Benefits (attach additional page if required)	\$ 56,000	\$ 57,680

## CLASSIFICATIONS

Budgeted Staff	Title	Amount
1.0	Automated Systems Analyst I	56,000
_____	_____	_____
_____	_____	_____

Services & Supplies \_\_\_\_\_

Other (specify) \_\_\_\_\_

Equipment \_\_\_\_\_

## FIXED ASSETS

Item	Amount
_____	_____
_____	_____
_____	_____

Reimbursements (specify) \_\_\_\_\_

Total: \$ 56,000 \$ 57,680

REVENUE (specify source)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Total: \$ 0 \$ 0

LOCAL COST \$ 56,000 \$ 57,680